

ZONING APPEALS BOARD (51)

AGENCY PLAN MISSION, GOALS AND BUDGET SUMMARY

AGENCY MISSION:

As a quasi-judicial body, the Board's mission is to hear and rule on appeals for relief or relaxation of the provisions and requirements of the zoning ordinance from any person, firm, partnership or corporation, or by any officer, department, commission, board, or bureau of the City aggrieved by a decision of an enforcing officer or any decision made by the Buildings and Safety Engineering Department, where rigid enforcement could cause the appellant undue hardship or jeopardize equity prior to the effectiveness date of the zoning ordinance or prevent proper utilization of property.

AGENCY GOALS:

1. Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance.
2. Make just decisions as they affect the applicant, the people in the immediate vicinity of the property in question and the general public.
3. Respond to City Council and administration referrals.
4. Develop recommendations for amendments to the Zoning Ordinance where appropriate and necessary.
5. Enhance the quality of services to customers, both citizens and businesses, through improved land use and planning technology.

<u>2003-04 Requested</u>		<u>2002-03 Budget</u>	<u>2003-04 Recommended</u>	<u>Increase (Decrease)</u>
\$ 1,034,339	City Appropriations	\$ 969,438	\$ 939,276	\$ (30,162)
\$ 1,034,339	Total Appropriations	\$ 969,438	\$ 939,276	\$ (30,162)
\$ 120,000	City Revenues	\$ 120,000	\$ 120,000	\$ -
\$ 120,000	Total Revenues	\$ 120,000	\$ 120,000	\$ -
\$ 914,339	NET TAX COST:	\$ 849,438	<u>\$ 819,276</u>	\$ (30,162)

AGENCY EMPLOYEE STATISTICS:

<u>2003-04 Requested</u>		<u>2002-03 Budget</u>	<u>04-01-03 Actual</u>	<u>2003-04 Recommended</u>	<u>Increase (Decrease)</u>
<u>17</u>	City Positions	<u>17</u>	<u>15</u>	<u>15</u>	<u>(2)</u>
17	Total Positions	17	15	15	(2)

ACTIVITIES IN THIS AGENCY:

	<u>2002-03 Budget</u>	<u>2003-04 Recommended</u>	<u>Increase (Decrease)</u>
Land Use Controls	\$ 969,438	\$939,276	\$ (30,162)

ZONING APPEALS BOARD (51)

LAND USE CONTROLS ACTIVITY INFORMATION

ACTIVITY DESCRIPTION: LAND USE CONTROLS

The Board of Zoning Appeals primary role is to hear and decide appeals from, and review any order, requirement, decision or determination made in the enforcement of the City of Detroit Zoning Ordinance. The Board has certain discretionary powers in making its decision to comply with the powers granted to it by the local zoning ordinance and State Enabling Act. Any adjustment or reversal must conform to the provisions of the zoning ordinance and provide neighborhood and commercial stabilization.

GOALS:

1. Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance.
2. Make just decisions as they affect the applicant, the people in the immediate vicinity of the property in question, and the general public.
3. Respond to City Council and administration referrals.
4. Develop recommendations for amendments to the new Zoning Ordinance where appropriate.
5. Enhance the quality of services to customers, both citizens and businesses, through improved land use and planning technology.

MAJOR INITIATIVES:

Several projects are underway to improve services: The Department is working with the City Planning Commission to conclude the comprehensive amendments to the City's New Zoning Ordinance. The Department expects the Zoning Ordinance to be adopted and ready for implementation by July 1, 2003.

The Department has streamlined the procedures for processing each appeals case. An appeal, which was formerly heard within sixty (60) days, is now heard before the Board of Zoning Appeals within thirty (30) days after it is received.

The Department is using a new digital camera and Proxima projector system to provide a first class visual presentation at Board of Zoning Appeals Public Hearings. This system has made a major improvement at the Board's Public Hearings.

The Department is currently communicating with the Information Technology Services Department to catalog all cases, hearings and tracking via computer equipment so that the Department will save physical storage space used by filing measures and cases in the Department office.

PLANNING FOR THE FUTURE:

The Department is also planning for the adoption and implementation of the new City of Detroit Zoning Ordinance, which may result in additional responsibilities for the Department.

In the interest of improving the level of service, the Department will develop a strategic plan, including both the level of service and staffing over a five-year horizon using ongoing performance measurement.

ZONING APPEALS BOARD (51)

LAND USE CONTROLS MEASURES AND TARGETS

Goals: Measures	2000-01 Actual	2001-02 Actual	2002-03 Projection	2003-04 Target
Make all zoning decisions necessary to assure that City of Detroit land use is congruent with the spirit and intent of the Ordinance: Cases appealed	234	183	250	225
Make just decisions as they affect the applicants, people in the immediate vicinity of the property and the general public: Zoning variance request processing from submission of application	30 days	30 days	30 days	30 days
Respond to City Council and administration referrals: Referrals response time	10 days	7 days	7 days	7 days
Develop recommendations for amendments to the Zoning Ordinance where appropriate and necessary: Revise City's Zoning Ordinance	N/A	N/A	July 2002	July 2003
Enhance the quality of service to citizens and businesses through improved land use and planning technology: Percentage completed of computer upgrade	90%	90%	95%	98%
Activity Costs	\$669,075	\$720,176	\$969,438	\$939,276

CITY OF DETROIT
Board of Zoning Appeals
Financial Detail by Appropriation and Organization

Board of Zoning Appeals Ordinance Admi Land Use Controls	2002-03 Redbook		2003-04 Dept Final Request		2003-04 Mayor's Budget Rec	
	FTE	AMOUNT	FTE	AMOUNT	FTE	AMOUNT
<i>APPROPRIATION ORGANIZATION</i>						
00183 - Land Use Controls						
510010 - Board of Zoning Appeals Ordinance A	17	\$969,438	17	\$1,034,339	15	\$939,276
APPROPRIATION TOTAL	17	\$969,438	17	\$1,034,339	15	\$939,276
ACTIVITY TOTAL	17	\$969,438	17	\$1,034,339	15	\$939,276

CITY OF DETROIT
Budget Development for FY 2003 - 2004
Appropriations - Summary Objects

	2002-03 Redbook	2003-04 Dept Final Request	2003-04 Mayor's Budget Rec
AC0551 - Land Use Controls			
<i>A51000 - Board of Zoning Appeals</i>			
SALWAGESL - Salary & Wages	561,769	569,257	461,198
EMPBENESL - Employee Benefi	246,642	276,305	268,207
PROFSVCSL - Professional/Con	42,750	42,700	100,500
OPERSUPSL - Operating Suppli	10,638	10,795	7,795
OPERSVCSL - Operating Servic	101,658	129,706	101,076
OTHEXPSSL - Other Expenses	5,981	5,576	500
<i>A51000 - Board of Zoning Appeals</i>	<i>969,438</i>	<i>1,034,339</i>	<i>939,276</i>
AC0551 - Land Use Controls	969,438	1,034,339	939,276
Grand Total	969,438	1,034,339	939,276

CITY OF DETROIT
Budget Development for FY 2003 - 2004
Appropriation Summary - Revenues

	2001-02 Actuals	2002-03 Redbook	2003-04 Dept Final Request	2003-04 Mayor's Budget Rec	Variance
A51000 - Board of Zoning Appeals					
<i>00183 - Land Use Controls</i>					
448115 - Other Fees	111,851	120,000	120,000	120,000	0
448150 - Other Fees-State	1,800	0	0	0	0
<i>00183 - Land Use Controls</i>	<i>113,651</i>	<i>120,000</i>	<i>120,000</i>	<i>120,000</i>	<i>0</i>
A51000 - Board of Zoning Appeals	113,651	120,000	120,000	120,000	0
Grand Total	113,651	120,000	120,000	120,000	0

CITY OF DETROIT
MAYOR'S 2003/2004 RECOMMENDED BUDGET

Board of Zoning Appeals

Appropriation	REDBOOK FY	DEPT REQUEST	MAYORS FY
Organization	2002 2003 FTE	FY 2003 2004 FTE	2003 2004 FTE
Classification			
00183 - Land Use Controls			
510010 - Board of Zoning Appeals Ordinance			
Director - Board of Zoning App	1	1	1
Asst to the Dir-Zoning Appeals	1	1	1
Zoning Inspector	3	3	3
Executive Secretary III	1	1	1
Office Assistant III	1	1	1
Stenographer	3	3	1
Zoning Appeals Bd Chairperson	1	1	1
Zoning Appeals Board Member	6	6	6
Total Board of Zoning Appeals Ordinance Ad	17	17	15
Total Land Use Controls	17	17	15
Agency Total	17	17	15